

Minutes approved Oct. 16, 2013

**Town Meeting Coordinating Committee
Draft Minutes for Wednesday, October 9, 2013
1:00 – 3:30 pm
Garraabrants Room, Bangs Center**

Present: Peggy Roberts, Nonny Burack, Mary Streeter, Alan Powell, Melissa Perot, Patricia Holland.

TracyLee Boutilier arrived at 2:06 pm.

Guest: Jim Pistrang, Town Moderator

Peggy called the meeting to order at 1:08 PM.

Moderator Questions and Answers: Town Moderator Jim Pistrang responded to the issue of questions addressed by TM members to town boards by saying he always calls on board or committee members to respond if they indicate they want to answer. However, he would certainly not require an answer. A point of order cannot be "No one answered my question." If a member requests a follow-up question, he will not necessarily grant that. One of his main concerns is to keep the meeting progressing. On the issue of setting a date certain to discuss an article, he plans to discuss it at TM and ask members not to abuse the practice. Mary asked if he would remind people to consult the Town Meeting web page to check for changes in the schedule of articles, and he agreed. Several members complained about three-hour long meetings as too long and tiring, and he noted anyone can make a motion to adjourn. We had a brief discussion of Jim's draft of FAQs and Mary asked him to include the Town Meeting website's address; he agreed. Jim left at 1:50.

Zoning Primer: Alan has the latest version and will bring it to Chris Brestrup, Planning Department, for copying tomorrow. He can still take corrections. He will do the stapling. We discussed the front and back cover and agreed on several revisions.

Planning Board/TMCC Zoning Meeting: Peggy will discuss our proposed format with David Webber chair of the Planning Board. Peggy will introduce the meeting and advise people to ask clear, concise questions without comments on zoning practices. The Planning Board will describe their zoning articles, Melissa hers. Mary will call on people. Nonny will deliver cards for written questions and hand out the microphone. She and Pat will hand out and collect evaluations. We will get 60 copies of the flyer for the meeting and 200 evaluation forms for this meeting and others.

Preparing for Town Meeting:

Packet Materials: Mary has delivered the material for the first packet. Material for the second packet is due Oct. 22 by noon. Peggy wants a message on the theme of Come Prepared. Pat will review the draft of the Rules for Speaking at TM.

Warrant Review: Peggy, Nonny and three members of the League of Women Voters drafted the program and contacted presenters for articles. Nonny will check with Guilford Mooring on his participation. TracyLee will introduce the speakers, and Alan will collect images for presentation. Pat and Nonny will hand out and collect evaluations.

Precinct Meetings: The schedule is set.

Response to Select Board Post-Town Meeting Summary: We carefully reviewed Peggy's draft response and made several revisions.

Potential Meeting with John Musante: Mary would like to have one to discuss the issue of staff not answering questions.

Website and Listserv: Mary reported that the website and listserv are all set.

Minutes of September 20 and 30: No time to discuss.

Topics the Chair Did Not Reasonably Anticipate Before the Meeting: None.

Melissa left at 3:40 and Pat at 3:50. The meeting adjourned at 3:55 PM.

Submitted by Patricia Holland, Clerk.

Documents Distributed:

1. Agenda
2. Minutes for Sept. 30th meeting
3. Draft TMCC/LWV Warrant Review agenda
4. Draft, Zoning Primer
5. Draft, TMCC's Reply to Select Board Post-Town Meeting Discussion